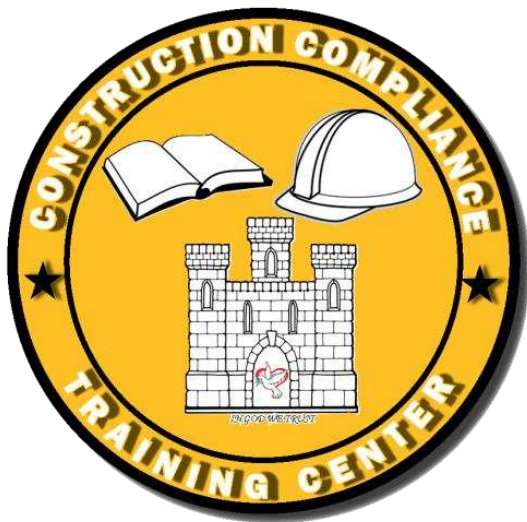


Certified Safety Construction Business

CURRICULUM
CSCB100



Presented by: **Construction
Compliance Training Center**

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Certified Safety Construction Business

Sixteen hour certificate provides business knowledge to define construction terms found in OSHA standards, policies, and procedures. Upon successful completion of this course, participants will be able to identify common hazards in the construction industry and OSHA construction standards. Participants will receive an OSHA approved certificate of completion.

Upon successful completion business will:

- Have the ability to manage an OSHA citation
- Maintain a recordkeeping
- Establish a Business Safety & Health Manual

Course Review

- Occupational Safety & Health Act
- OSHA Standards
- Introduction to Safety & Health Program
- OSHA Citation Handling Program
- Accident Investigation
- Record Keeping

Target Audience

Course is designed for new or small businesses and individuals associated with the construction industry.

Method of Delivery

Course delivery will be lecture, classroom discussions, student interaction, and hands –on lab demonstrations. Competency based education training.



Certified Safety Construction Buisness

Registration/Attendance

Registration form must be completed and approved before the first day of class. Students must complete a pre and post evaluation form for completion of course.

100% Attendance is required for completion certificate.

If student misses part of the training, they must register and repeat training in succession as required by course outline.

Schedule

| Course # | Title | Hours |
|----------|---|---------|
| CB102 | Occupational Safety & Health Act | 2 Hours |
| CB103 | OSHA Standards | 2 Hours |
| CB104 | Introduction to Safety & Health Program | 4 Hours |
| CB105 | OSHA Citation Handling Process | 2 Hours |
| CB106 | Accident Investigation | 4 Hours |
| CB107 | Record Keeping | 2 Hours |



CB102: Occupational Safety & Health Act

Participants will get an overview about the Occupational Safety & Health Act (OSHA), its role, elimination and prevention of work related injuries and illness. This course also covers information regarding employer, employee rights and responsibilities, outline of the inspection process, reporting and record-keeping. This course has been designed to help the business management and benefit those who are directly or indirectly associated with the construction industry.

Objectives

- Comprehend the Occupational Safety & Health Act Standards and Responsibilities
- Introduce OSHA Standards to Businesses
- Define how the General Duty Clause affect employers
- Identify the different types of OSHA violations
- Process OSHA inspections
- Interpret OSHA's requirements
- Summarize employers' and workers' rights

Topics

- OSHA's History
- OSHA's Mission
- Employers' and Workers' Rights
- Responsibilities employers have under OSHA
- OSHA Standards
- How OSHA inspections are conducted
- Where can you get help?

Course Duration:

2 Hours

Materials (Materials will be provided on first day of class)

- Student Manual
- OSHA 29 CFR 1926 Construction Industry Standards
- Intro to OSHA Handouts
- Employer Rights and Responsibilities following an OSHA Inspection - Handout



CB103: OSHA Standards

Course covers OSHA policies, procedures and standards, as well as construction safety and health principles. Topics include scope and application of the OSHA construction standards. Special emphasis is placed on those areas that are the most hazardous; students will examine 29 Code of Federal Regulations (CFR) 1926 construction industry. Course will provide knowledge in safety and health for the construction industry.

Objectives

- Identify OSHA standards
- Understand the inspectors perspective to job site violations
- Identify standards applied to your company type of work
- Recognize causes of fatalities in construction
- Identify hazards in construction on job site
- Relate compliance standards to reduction of injuries

Topics

- History of OSHA Standards
- Horizontal and Vertical Standards
- Code of Federal Regulations
- Paragraph Numbering System
- Color Coding
- Subpart of CFR1926
- Directives and Letters of Interpretation

Course Duration:

2 Hours

Materials (Materials will be provided on first day of class)

- CB Manual
- OSHA 29 CFR 1926 Construction Industry Standards



CB104: Introduction to Safety & Health Program

This safety training program is for the employers, managers and supervisors, who need to completely understand, apply and communicate OSHA standards. This course will help students fully understand the issues relating to OSHA Safety and Health Program. Course provides businesses and individuals assistance with developing and implementing a Safety & Health Program meeting the OSHA requirements to help eliminate and identified job site hazards

Objectives

- Distinguish effective safety and health programs.
- Identify common characteristics of exemplary workplaces.
- Process general safety & health program guidelines.
- Outline the effective safety and health program's major elements.
- Learn about Training and Education for your business employees
- Develop and establish a Safety and Health plan.

Topics

- Identify the four elements to establish a Safety and Health Program
 - Management commitment and employee involvement
 - Worksite analysis
 - Hazard prevention and control
 - Safety and health training
- Benefits of Effective Safety and Health Program
 - Reduce work related injuries and illnesses
 - Improve morale and productivity
 - Reduce workers' compensation costs

Course Duration:

4 Hours

Materials (Materials will be provided at Course registration)

- CB Manual
- OSHA 29 CFR 1926 Construction Industry



CB105: OSHA Citation Handling Process

Course describes the process of job site inspection by OSHA inspector; describe the rules of the inspection citations and penalties. Students will learn the process on how to handle citation and the alleged violations, time to respond to a citation and how to respond, learn to fill a certificate of corrective action and prepare for an informal meeting how to contest the citation and notification of penalties and the implication to singe an informal settlement agreement.

Objectives

- Define legal basis of inspection citation and penalties
- Comprehend Section 1903: Inspection, Citation and Penalties
- Outline the inspection process (beginning to end of inspections)
- Respond to a Citation violation
- Understand your business rights under OSHA act.
- Identify the 10 top violations
- Recall the different types of violations
- Recognize a “Focus” inspections

Topics

- OSHA Act.
- Inspection Priorities
- OSHA Inspections Process
- Type of Citations and Violations
- Citation process
- Available Resources

Course Duration:

2 Hours

Materials (Materials will be provided at Course registration)

- CB Manual
- OSHA 29 CFR 1926 Construction Industry



CB106: Accident Investigation

Course provides introduction to accident investigation procedures and describes accident analysis techniques. The goal of this course is to help participants gain the basic skills necessary to conduct an effective accident investigation in their workplace.

Objectives

- Outline steps taken to conduct an accident investigation
- Discover the root cause analysis process
- Summarize accident analysis techniques

Topics

- Primary Reasons, Benefits, and Employer Responsibilities to conducting an accident investigation
- Three Steps for an Effective Investigation
- Investigate and Analysis

Course Duration:

4 Hours

Materials (Materials will be provided at Course registration)

- CB Manual
- OSHA 29 CFR 1926 Construction Industry



CB107: Recordkeeping

OSHA recordkeeping requirements are designed to help employers recognize workplace hazards and correct hazardous conditions by tracing work-related injuries and illnesses as well as their causes. Employers with eleven or more employees must comply with the requirements (there are a few exempt industries).

Objectives

- Comprehend and Process an OSHA 300 Log , OSHA 300-A Log and OSHA 300I-Log
- Record work-related injuries and illnesses
- Classify injuries and illnesses
- Calculate injury and illness incidence rates

Topics

- 29 CFR 1904 – Recording and Reporting Occupational Injuries and Illness
- Specific OSHA recordkeeping requirements
- Exceptions to exemptions for small employers and employers in low-hazard industries
- The mechanics of OSHA recordkeeping
- Location, retention, and maintenance of records
- Maintenance of the log (OSHA No. 300)
- Deciding if work-related injuries are recordable
- Lost workday cases and reporting fatalities and multiple hospitalizations
- Penalties for failure to comply with recordkeeping obligations

Course Duration:

2 Hours

Materials (Materials will be provided at Course registration)

- CB Manual
- OSHA 29 CFR 1926 Construction Industry

